

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, March 22, 2010 in Room 161 of the AG & Extension Center, 1150 Bellevue Street, Green Bay, WI

Present: Norb Dantine, Bernie Erickson, Mike Fleck, Dan Haefs, Dave Kaster
Also Present: Tom Hinz, Jayme Sellen, Tom Miller, Judy Knudsen, Chuck Larscheid, Brian Lamers,
Chuck Lamine, Peter Schlein, Jack & Donna Hill, Attorney John Hager

I. **Call Meeting to Order:**

The Meeting called to order by Chairman Bernie Erickson 6:44 p.m.

II. **Approve/Modify Agenda:**

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to approve the agenda.

MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of Regular Meeting of February 22, 2010:**

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to approve. **MOTION APPROVED UNANIMOUSLY**

1. **Review Minutes of:**

- a. Harbor Commission (February 8, 2010)
- b. Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee (November 11, 2009)
- c. Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee (February 25, 2009)
- d. Planning Commission Board of Directors Chapter 21 Subdivisions Ordinance Revision Subcommittee (January 28, 2010)
- e. Transportation Coordinating Committee (December 14, 2009)
- f. Transportation Coordinating Committee (March 8, 2010)

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to suspend the rules and receive and place on file items 1 a, b, c, d, & e together. **MOTION APPROVED UNANIMOUSLY**

Questions relative to the concept of RTA (Retail Transit Authority) were raised by Chairman Erickson, specifically the perception that it would raise taxes and/or create a new tax, that under the current proposal funding for transit systems would be removed from the property tax bill and would be replaced with a sales tax, etc. Erickson asked that the Transportation Coordinating Committee make a presentation to this committee. Jayme Sellen, who sits on that committee, agreed to follow-up and schedule such a presentation.

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file 1f. **MOTION APPROVED UNANIMOUSLY**

Airport:

2. **Communication from Jack Hill:**

Jack & Donna Hill, along with their attorney, John Hager, addressed the committee relative to a request by the Hills for relief from their contract with managing the News & Gift Concession area at the Austin Straubel Airport. Jack Hill explained that because of less air traffic and people coming through the airport, their sales have greatly decreased. Donna Hill also indicated that many products previously sold have not been approved for sale since the 911 incident.

An information sheet was distributed by Attorney Hager and is attached. This sheet shows a comparison of the 2010 Minimum Annual Guarantee (MAG) based on 2009 gross receipts, with that of the restaurant and car rental.

Supervisor Haefs asked that the item be held for a month and discussed in Closed Session in April, stating he would like specific numbers and more pertinent information from the Hills.

Motion made by Supervisor Kaster and seconded by Supervisor Haefs to bring back specific terms of the agreement between the Hills and the Airport at the April meeting, and that Mr. Hill's request be in writing.

MOTION APPROVED UNANIMOUSLY

3. Budget Status Report for December 30, 2009:

Airport Director, Tom Miller, reported that at year-end, airport expenses were approximately \$1 million below budget and revenue approximately \$2 million under budget. Project contributed capital was below budget due to a late start; and concessions were below anticipated levels for the year, Miller reported.

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

UW-Extension:

4. Financials for December 2009 (provided at meeting):

An updated financial report was distributed by Judy Knudsen. She indicated that all budget categories are in line for this time of the year.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

5. Director's Report:

Ms. Knudsen distributed a brochure highlighting UW-Extension upcoming events, along with articles on Poverty Simulation, Emerald Ash Borer, High Tunneling Farming, etc. (see attached) She indicated that results of the Food Security Survey will be avail in May.

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

Port & Solid Waste:

6. Resolution re: Approving Three-Year Statement of Intentions for Wisconsin Department of Transportation's Harbor Assistance Program:

Chuck Larscheid explained that this resolution describes the three-year Harbor Development Statement of Intentions which are in the best interest of the Port of Green Bay. Projects were highlighted as included in packet material.

Motion made by Supervisor Dantine and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY

7. Port Area Budget Status Report for December 31, 2009:

Larscheid stated that both the Port Area and Solid Waste Area Budget Status Reports are not accurate and will be re-submitted to this committee.

8. Solid Waste Area Budget Status Report for December 31, 2009:

See above (#7)

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file #7 & 8. MOTION APPROVED UNANIMOUSLY

9. Director's Report:

Chuck Larscheid highlighted the following activities during the last reporting period:

- Meeting was held with Alliance Energy regarding commitment of waste
- Working on agreement with Oneida Waste Gas Program. A letter of agreement has been drafted regarding zoning approval and impact on Brown County
- Possible funds may be available for Fox River dredging navigation
- The Port has received funds through the Harbor Assistance Program for Cat Island outer harbor dredging. A meeting will be held with the DNR to discuss options.

Chuck Larscheid indicated that he has been named by the Governor to serve on a recycling counsel.

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file.
MOTION APPROVED UNANIMOUSLY**

Highway:

10. Initial Resolutions Authorizing the Issuance of Not to Exceed \$21,265,000 Corporate Purpose General Obligation Bonds for Brown County, Wisconsin in one or more series at one or more times:

- a. Highway Dept – General Obligation Bonds in an Amount Not to Exceed \$9,040,000:

These bonds will be used for the purpose of paying the cost of highway improvements on CTH-EA, CTH-GV, CTH-JJ, CTH-U, CTH-F, CTH-J, CTH-G, and CTH-S.

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY

11. Ordinance re: Revision of Speed Zone on CTH G Town of Ledgeview, Brown County, State of Wisconsin:

A traffic and engineering investigation has determined that the maximum permissible speed on said highway should be reduced from 50 mph to 45 mph effective 4/21/10.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to approve reduction of speed on CTH G Town of Ledgeview, from 50 mph to 45 mph. MOTION APPROVED UNANIMOUSLY

12. Report of Foreman and Supervisor Position:

Brian Lamers reported that he is working with HR to post these positions both internally and externally.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

13. February, 2010 Budget to Actual Reports:

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

14. Director's Report:

Mr. Lamers reported that the department is presently working on various crack sealing/patching projects, taking down snow fencing, and involved with various seasonal work projects. During the next month, he will be attending Town and Village meetings relative to windmill discussion.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

Highway/Planning Commission:

15. Updates on CTH GV (standing item):

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

Planning & Land Services:

Land Information- No Agenda Items

Planning Commission

16. Summary of Annual Report submitted to the Wisconsin Department of Natural Resources related to Brown County Municipal Storm Water System (MS4) Permit:

Chuck Larscheid and Peter Schlein highlighted the memo included in packet material relative to municipal separate storm water system (MS4) permit 2009, stating that the primary areas affected by the permit in Brown County are county highways. The annual report addresses efforts and designates goals for the next

year in ten specific areas including public education & outreach, public involvement & participation, illicit discharge & elimination, construction site pollution control, post construction storm water management, pollution prevention, storm water quality management, MS4 Map, etc, along with an annual report and re-application for permit coverage.

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file.
MOTION APPROVED UNANIMOUSLY

17. **Budget Status Financial Report for December 31, 2009:**
All expenditures finished the year at or below the annual budget allocation. While overall revenue was slightly below budget, it was more than offset by reductions in expenditures.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Property Listing

18. **Budget Status Financial Report for December 31, 2009:**

Zoning

19. **Budget Status Financial Report for December 31, 2009:**

Register of Deeds:

20. **Budget Status Financial Report for December 31, 2009:**

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file #’s 18, 19, & 20.

MOTION APPROVED UNANIMOUSLY

- 20a. **Communication from Supervisor Knier re: Examine the fee structure for trailer parks in Brown County. Adjust fees allowing for vacant slots:**

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file.
MOTION APPROVED UNANIMOUSLY

- 20b. **Communication from Supervisor Scray re: With fears of revenue from State and Federal sources being cut, I am asking each Department Head to decide ahead of time where they could cut another 10%, if needed, while doing their budget process. This may include mandated services that department heads feel are not beneficial to County and the penalties are not severe.**

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to hold for 30 days.
MOTION APPROVED UNANIMOUSLY

Other:

21. **Audit of Bills:**

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to approve payment of bills.
MOTION APPROVED UNANIMOUSLY

22. **Such Other Matters as Authorized by Law:**

The April meeting will be held at the UW-Extension building in Donovan Hall to accommodate public who are expected to discuss the wind turbine issue In Brown County. A request was made to place it at the end of the agenda.

Also in closed session, will be the Jack Hill/Airport issue.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to adjourn at 9:20 p.m. p.m.
MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary

AIRPORT NEWS AND GIFT CONCESSION AGREEMENT

D.M.H., INC.
INFORMATION SHEET
MARCH 22, 2010

1. Comparison of 2010 Minimum Annual Guarantee (MAG) amounts, based on 2009 Gross Receipts:

	<u>2010 MAG</u>	<u>2009 Gross Receipts</u>	<u>%</u>
Gift Shop	\$114,400	\$575,115	19.9%
Restaurant	\$70,000	\$567,716 *(1)	12.3%
Car Rental	80% of prior year's Gross Receipts *(2)	Unknown *(2)	Unknown

*(1) Note: Annualized number based on RFP.

*(2) Note: Car Rental Gross Receipts unknown; however, Gross Receipts percentage equals 10% and MAG equals 80% of prior year's Gross Receipts, per October 27, 2009 Addendum No. 2.

2. Comparison of Percentage of Gross Receipts (PGR) amounts:

Gift Shop - 16%

Restaurant - 15%

Car Rental - 10% (see Note *(2) above)

3. Comparison of 2010 per square foot rental payments, based on MAG and PGR amounts, based on 2009 Gross Receipts (see Note *(1) above as to Restaurant):

	<u>Square footage</u>	<u>2010 MAG</u>	<u>MAG cost psf</u>	<u>2009 PGR</u>	<u>PGR cost psf</u>
Gift Shop	2,030	\$114,400	56.35	\$97,050	47.81
Restaurant					
• All Space	6,016	\$70,000	11.64	\$85,157	14.16
• Excluding Concourse Space	4,322	\$70,000	16.16	\$85,157	19.70
Car Rental	Unknown *(3)				

*(3) Note: We understand car rental counter space is rented at \$26.87 per square foot.

4. Reductions in Gift Shop Gross Receipts:

	<u>Gross Receipts</u>	<u>Reduction</u>	<u>Year Over Year Decrease</u>
2007	\$855,839	----	----
2008	\$805,311	\$50,528	(5.9%)
2009	\$575,115	\$230,196	(28.6%)

5. Miscellaneous Issues:

- a. Increased TSA security requirement
- b. Decreased airport traffic
 - Milwaukee and Appleton higher
 - Decreases from January, 2006 to January, 2010 (23.8%) and from February, 2006 to February, 2010 (28.1%)
- c. Competition from restaurant/exclusions as to products
 - cheese, water, candy, etc.
- d. Other concessionaire contracts have been adjusted
- e. Effect of lost Allegiant travelers

②

Brown County
UW - Extension

Budget Status Report

12/31/2009

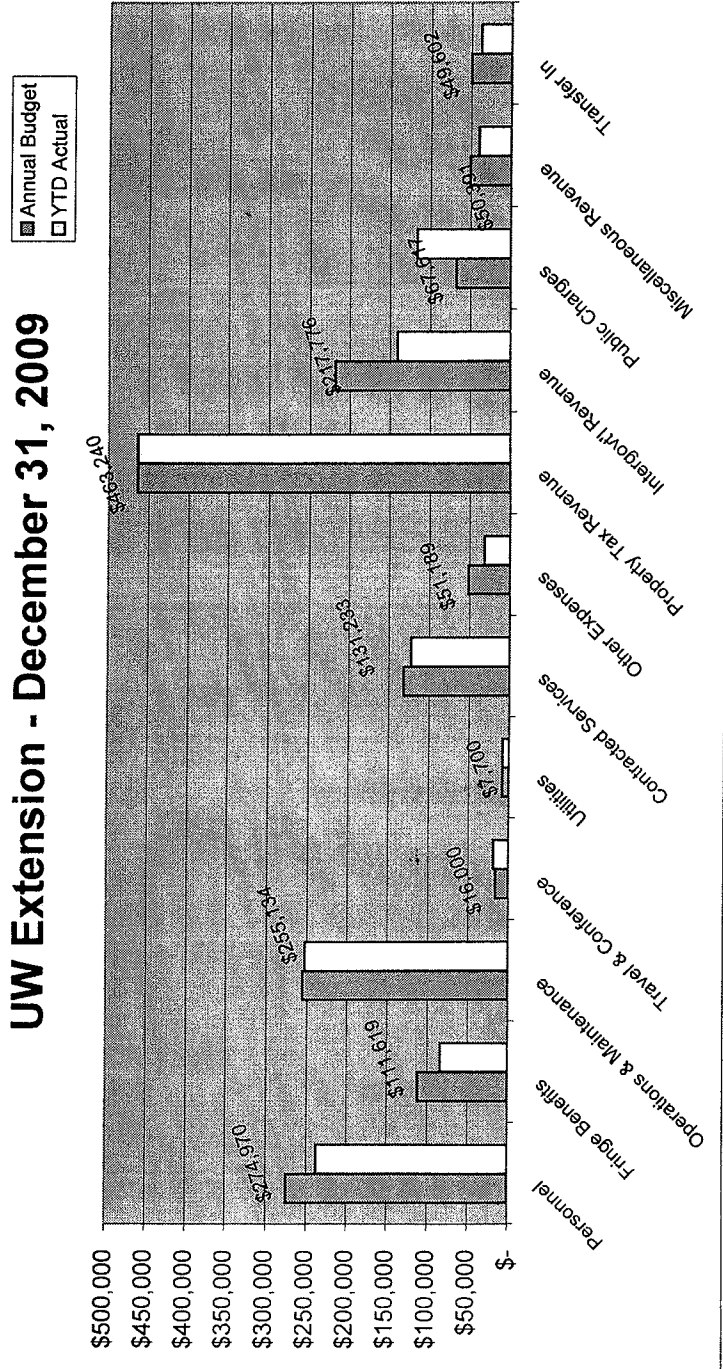
	Annual Budget	YTD Actual
Personnel	\$ 274,970	\$237,286
Fringe Benefits	\$ 111,619	\$83,799
Operations & Maintenance	\$ 255,134	\$252,101
Travel & Conference	\$ 16,000	\$18,487
Utilities	\$ 7,700	\$7,835
Contracted Services	\$ 131,233	\$122,185
Other Expenses	\$ 51,189	\$31,387
Property Tax Revenue	\$ 463,240	\$463,240
Intergov't'l Revenue	\$ 217,776	\$140,392
Public Charges	\$ 67,617	\$115,916
Miscellaneous Revenue	\$ 50,391	\$39,590
Transfer In	\$ 49,602	\$37,628

HIGHLIGHTS:

Expenses:

Revenues:

UW Extension - December 31, 2009



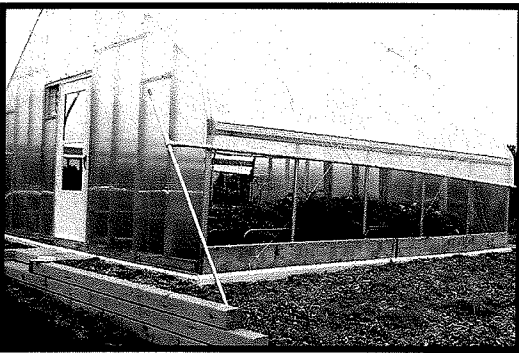
Emerald Ash Borer

Eastern District UW-Extension counties in cooperation with the Department of Natural Resources recently held a day long workshop in the Fox Valley attended by 100 individuals from the green industry. The purpose of the workshop was to provide an update on the Emerald Ash Borer and information on identification, biology and management. Vijai Pandian, Brown County UW-Extension Horticulture Educator was involved in the planning, implementation and evaluation of this workshop.

The Emerald Ash Borer was discovered in July 2009 in Brown County. This makes Brown County the fifth county in Wisconsin to find this beetle. It is estimated that nearly 25 percent of our urban forest is comprised of ash trees which could be affected.

So far, Emerald Ash Borer has killed more than 50 million ash trees in the Midwest and has spread to 12 states and a couple of Canadian provinces, resulting in economic and environmental impacts.

Is High Tunnel Right for your Farm?



Bill Wright, Brown County UW-Extension Community Garden Coordinator has been involved in conducting research on high tunnels for a number of years. The first high tunnel was constructed at the Green Bay Botanical Garden. Following snow damage to the high tunnel a replacement tunnel was built at the Brown County UW-Extension Office.

The high tunnel has been successful in extending the growing season in Northeast Wisconsin with plants being planted in mid-winter and the growing season extending

through late fall. The high tunnel has provided an opportunity to look at the challenges of this type of operation including management of pests and temperature issues. With the cool summer of 2009, ripening of produce was extremely slow.

The workshop "Is a High Tunnel Right for Your Farm?" was taught by Bill Wright. The workshop focused on 1) issues to examine before erecting a high tunnel and 2) availability of financial assistance through EQIP. A tour of the high tunnel was also conducted.

Sustainability Round Tables

UW-Extension has conducted six round tables across Wisconsin focusing on issues related to sustainability. One of the six round tables was hosted by the Kress Library in De Pere and sponsored by the Brown County UW-Extension Office. The purpose of the roundtables is to identify sustainability issues throughout the state as well as challenges encountered.

Thirty-two individuals representing local units of government, businesses, non-profits, and education attended the sustainability round table in De Pere. Information from this roundtable has been compiled with information from the other five round tables and will be shared at a day-and-a-half event scheduled for March 25-26, 2010 in the Fox Valley.

UW-Extension Programming Efforts



**Cooperative Extension
Programs • University
of Wisconsin-Extension**

University of Wisconsin,
United States Department
of Agriculture, and
Wisconsin Counties
cooperating.

*University of Wisconsin-
Extension provides equal
opportunities in
employment and
programming, including
Title IX and ADA.*

Poverty Simulations

The Brown County UW-Extension Office has offered poverty simulation for a number of years, with an increase of simulations held since the recession began. The simulation involves 44 to 80 participants who take on the roles of members of families, all facing a variety of challenging, but typical circumstances. Some own homes, while others rent. Some families have members who are employed while others need to find a job. Participants assume family members ranging in age from three to 85.

The program is conducted in a large room. Participants are seated as families and community resources are located at tables around the room. To start the exercise, each family is given a card explaining its unique circumstances and a small amount of "money" and resources such as household items. It is then the families' task to provide food, shelter, and other basic necessities by accessing the various resources during the course of four 15-minute weeks.

The activity lasts from two-and-a-half to three hours. It includes an introduction, simulation and facilitated debriefing in which participants and volunteers share what they have learned about living in poverty. In addition, two low-income individuals from the community share their real life experiences.

The poverty simulation is a profoundly moving experience. It moves people to think about the harsh realities of poverty and to talk about how communities can address the problem. Most importantly, it helps people understand the challenges of living in poverty.

The Brown County UW-Extension Office has hosted four poverty simulations since the start of 2010 year and have three more simulations scheduled at this time. Participants in the simulations have been from the Green Bay Area Public Schools, Ashwaubenon School District and the public. A total of 161 people have participated in these four simulations. The Ashwaubenon School District is planning to host six simulations, so all faculty and staff will have the opportunity to participate.

Schedule of Events

- April 10—Growing a Giant Pumpkin, 9 am, Ag & Extension Service Center—\$7 per person.
- April 10—How to Grow 4-pound Onions, 11 am Ag & Extension Service Center—\$7.00 per person.
- April 10—Fruit Tree Grafting Workshop, 9:00 am—Noon, Ag & Extension Service Center—\$2.00 per person
- April 17—Lawn Care 101, 10—11 am, Ag & Extension Service Center—No fee, but pre-registration is required.
- April 20—Fruit Growing Class, 6—8 pm, Ag & Extension Service Center—\$50.00 per person
- April 20—BCHCE Salad Supper, 5—6:30 pm, Ag & Extension Service Center—\$6.00 for adults, \$2.00 for children (10 and under)
- April 24—Planting the Seeds of Caregiving Renewal, 8:30 am—2:30 pm, N.E.W. Curative Rehabilitation, Inc, 2900 Curry Lane, Green Bay—\$10.00 per person
- April 29—Powerful Tools for Caregiving, 1:00-3:30 pm for six consecutive Thursdays, Aging & Disability Resource Center, 300 S Adams, Green Bay—suggested donation \$12.00

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UW-Extension Upcoming Events

**Brown County
UW-Extension**
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920-391-4610
www.browncountyextension.org